

# **New Jersey Department of Children and Families Policy Manual**

Manual:	CP&P	Child Protection and Permanency	Effective
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Chapter:	Α	Forms	8-22-2007
Forms	1	Forms	0-22-2007
Issuance:	14.86g	CP& Form 14-86g, Acknowledgement of Counseling Received	

Click here to view or print the CP&P Form <u>14-86g</u>, Acknowledgement of Counseling Received.

### WHEN TO USE IT

The Acknowledgement of Counseling Received, CP&P Form <u>14-86g</u>, is used by CP&P to document the parent's receipt of counseling or waiver of the right to receive counseling concerning the surrender of his or her child.

## **HOW TO USE IT**

- Access it through the Create > Casework > Court/Legal > Options Drop-down.
- Only complete this template outside of the NJ Spirit application as part of a contingency plan when the application is unavailable.
  However, in doing so, you are still required to create the form in NJ Spirit when the application becomes available.
- Print the form for approval and signatures, as explained.

### TIPS FOR COMPLETING THE FORM

CP&P Form 14-86g is a template generated by NJ SPIRIT. The Worker enters the name of the child, on-line, in the NJ SPIRIT application, and prints a copy of CP&P Form 14-86g. If more than one parent is present, the Worker prints an additional copy of CP&P Form 14-86g, to accommodate the other parent's signature. If the parent is surrendering more than one child, complete a separate form for each child.

The Worker instructs the parent to check the appropriate checkbox on the form, to indicate whether he or she has received face-to-face counseling sessions or

waives the right to counseling. After selecting a checkbox, the parent signs and dates the form in the space provided.

The Worker signs his or her name as witness to the parent's signing.

# **DISTRIBUTION**

Original - Court

Copy - Case Record

Copy - Parent

Electronic copy - NJ SPIRIT Electronic Case Record